

**WOMBOURNE PARISH COUNCIL**

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Clerk

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Council Offices,  
Civic Centre,  
Gravel Hill,  
Wombourne,  
South Staffordshire

The next meeting of **WOMBOURNE PARISH COUNCIL** will be held in the Council Chamber on **Monday, 5<sup>th</sup> November 2018**, commencing at 7.30 p.m.

**A G E N D A****1. Public Participation**

Public discussion from 7.15pm to 7.30pm where residents are invited to raise items of concern for possible future consideration. No member of the public may speak for more than five minutes.

a) Presentation to the Winner of Wombourne in Bloom – Business premises.

**2. Apologies**

To receive and accept apologies.

**3. Declarations of Interest**

To receive and accept declarations of interest.

**4. Minutes of the Parish Council meeting held on 1<sup>st</sup> October 2018**

To approve and sign the minutes.

**5. Minutes of the Committee meetings**

To approve and sign the minutes

- a) Planning and Development – Monday 8<sup>th</sup> October 2018
- b) Recreation and Amenities – Monday 22<sup>nd</sup> October 2018
- c) Civic Centre Management – Monday 22<sup>nd</sup> October 2018
- d) Finance and General Purposes – Monday 29<sup>th</sup> October 2018

**6. Reports from Members appointed to Outside Bodies**

- a) Wombourne Best Kept Village Committee
- b) Parish Champion update

**7. Financial matters**

- a) To approve and sign off the payments for October 2018
- b) To approve and sign off the bank reconciliation for October 2018
- c) To approve and sign off the petty cash for October 2018
- d) To approve and sign off the payments made under delegated powers for October 2018.

**8. Clerk's report**

To receive the monthly report from the Clerk.

**9. Christmas Light Switch On – Friday 30<sup>th</sup> November 2018**

To agree duties on the evening - 4 marshals required

**10. Correspondence**

- a) South Staffordshire Council – Partnership Event – Friday 9<sup>th</sup> November 2018
- b) South Staffordshire Council – Review of Polling Districts and Polling Places 2018
- c) South Staffordshire Council – Street Homelessness Survey – Wednesday 7<sup>th</sup> November 2018
- d) Staffordshire Parish Council's Association – AGM – Monday 3<sup>rd</sup> December 2018
- e) South Staffordshire Council – Workclubs
- f) South Staffordshire Council – Adopted SAD and Issues and Options Stage of the Local Plan review documents.

## 11. Chairman's Business

- a) To provide a brief update on events attended since the last meeting
- b) Proposed date for the next Full Council Meeting – Monday 3<sup>rd</sup> December 2018
- c) To agree the proposed dates for the following Committee Meetings –
  - i) Planning and Development – Monday 12<sup>th</sup> November 2018
  - ii) Recreation and Amenities – Monday 19<sup>th</sup> November 2018
  - iii) Civic Centre Management – Monday 19<sup>th</sup> November 2018
  - iv) Finance and General Purposes – Monday 26<sup>th</sup> November 2018
- d) Reminders –
  - Local Plan Review – Wednesday 7<sup>th</sup> November – 10am – 7pm
  - WW1 exhibition – Friday 9<sup>th</sup> November (Westfield Primary School)
  - WW1 exhibition - Saturday 10<sup>th</sup> November 2018 (for the public)
  - Remembrance Sunday Service – Sunday 11<sup>th</sup> November 2018 – meet outside St Benedict Biscop Church at 10.15pm
  - Small Business Saturday – Saturday 1<sup>st</sup> December 2018

**WOMBOURNE PARISH COUNCIL**

**MINUTES** of the meeting of **WOMBOURNE PARISH COUNCIL** held in the Council Chamber on Monday, 5<sup>th</sup> November 2018, commencing at 7.30 p.m.

|          |             |                             |
|----------|-------------|-----------------------------|
| Present: | Councillors | Miss M Roberts ... Chairman |
|          |             | D Kinsey ... Vice Chairman  |
|          |             | B Bond                      |
|          |             | Mrs F M Bond                |
|          |             | M Davies                    |
|          |             | A Hinton                    |
|          |             | A Peace                     |
|          |             | J Pike                      |
|          |             | Miss D Tait                 |
|          |             | J Tudor                     |
|          |             | R Reade                     |
|          |             | R Williams                  |
|          |             | <br>Mrs R Wright ... Clerk  |
|          |             | <br>2 member of public      |

**95/18 PUBLIC PARTICIPATION - held from 7.15pm – 7.30pm****Presentation to the Winner of Wombourne in Bloom – shops and businesses**

The Chairman presented a certificate and shield to Wombourne School of Music on behalf of Walkers Way.

**96/18 APOLOGIES**

Apologies were received from Councillors Green, Mrs Thistle and Upton.

**97/18 DECLARATIONS OF INTEREST**

Councillor Davies declared an interest in planning application 18/00717LUE.

**98/18 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 1<sup>st</sup> OCTOBER 2018**

The minutes of the meeting held on 1<sup>st</sup> October 2018, having been circulated to all Members for consideration were taken as read.

Councillor Mrs Bond requested an amendment to 91/18 as she provided a brief update on Halfpenny Green Airport and not as Parish Champion.

RESOLVED: The minutes would be amended to reflect the change to 91/18 and would be signed by the Chairman.

**TO APPROVE THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:-****99/18 PLANNING AND DEVELOPMENT – 8<sup>th</sup> OCTOBER 2018**

The minutes of the meeting held on 8<sup>th</sup> OCTOBER 2018 having been circulated to all Members, were taken as read.

RESOLVED: that the minutes of the Planning & Development Committee held on 8<sup>th</sup> October 2018, together with the recommendations contained therein, be approved and adopted.

The minutes were signed by Councillor Williams.

#### 100/18 RECREATION AND AMENITIES – 22<sup>nd</sup> OCTOBER 2018

The minutes of the meeting held on 22<sup>nd</sup> October 2018 having been circulated to all Members, were taken as read.

34/18 - Councillor Mrs Bond reported the section 106 provision in relation to the proposed development off Beggars Bush Lane had been agreed with the following wording "Funds to be used for allotments provision and/or new or improved leisure/sporting facilities within the village."

RESOLVED: that the minutes of the Recreation and Amenities Committee held on 22<sup>nd</sup> October 2018, together with the recommendations contained therein, be approved and adopted.

The minutes were signed by Councillor Davies.

#### 101/18 CIVIC CENTRE MANAGEMENT – 22<sup>nd</sup> OCTOBER 2018

The minutes of the meeting held on 22<sup>nd</sup> October 2018 having been circulated to all Members, were taken as read.

RESOLVED: that the minutes of the Civic Centre Management Committee held on 22<sup>nd</sup> October 2018, together with the recommendations contained therein, be approved and adopted.

The minutes were signed by Councillor Bond.

#### 102/18 FINANCE AND GENERAL PURPOSES – 29<sup>th</sup> OCTOBER 2018

The minutes of the meeting held on 29<sup>th</sup> October 2018 having been circulated to all Members, were taken as read.

RESOLVED: that the minutes of the Finance and General Purposes Committee held on 29<sup>th</sup> October 2018, together with the recommendations contained therein, be approved and adopted.

The minutes were signed by Councillor Mrs Bond.

#### 103/18 REPORTS FROM MEMBERS APPOINTED TO OUTSIDE BODIES

##### a) Wombourne Best Kept Village Committee

The Chairman reported the Committee had decided to paint the benches around the Village next Spring. The Spar had offered to sponsor the painting of the Maypole, but had been advised this must be referred to the Parish and District Council before any work was undertaken. The Chairman took part in the tidy up in Mill Lane with other BKV volunteers on 20<sup>th</sup> October 2018.

##### b) Parish Champion Update

The Chairman advised there was nothing to report this month.

##### c) Wombourne Carnival Committee

Councillor Peace reported he attended the AGM on 10<sup>th</sup> October 2018. Support for this year's carnival had been excellent with over 5000 visitors. There had been no grant from the County Council this year, however, the Committee had still been able to distribute £100 to thirteen local groups, including the six schools who took part in the carnival. Social media would be utilised to give the local community an opportunity to put forward ideas for the theme of the 2019 carnival. All officers were re-elected en bloc.

##### d) Wombourne and District Community Association

Councillor Peace reported he attended an informal cheese and wine evening where eleven local groups gave a short presentation about their organisation. 104 local groups had been identified to be included in the local directory which is being compiled. The Chairman, Mrs Marlene Longman, outlined what the Association had to offer such as free equipment loan and small grants. A showcase evening would take place following on the Christmas light switch on, on Friday 30<sup>th</sup> November 2018.

Councillor Miss Tait reported she had attended a meeting on 29<sup>th</sup> October 2018 where it was confirmed on the evening of the Christmas light switch on, St Benedict's Choir would sing from 6.30pm and the showcase event would follow on from there.

#### 104/18 FINANCIAL MATTERS

- a) To approve and sign off the payments for October 2018
- b) To approve and sign off the bank reconciliation for October 2018
- c) To approve and sign off the petty cash for October 2018
- d) To approve and sign off the payments made under delegated powers for October 2018.

RESOLVED: that the financial matters be approved by the Chairman and/or the Chairman of the Finance and General Purposes Committee in accordance with the schedule distributed.

#### 105/18 CLERK'S REPORT

The Clerk shared a report of matters that had been handled through the Parish Council Office during the past month, which included 2 reports to the District Council, 4 BKV enquiries, 11 website posts and 11 items of ongoing actions.

#### 106/18 CHRISTMAS LIGHT SWITCH ON

The Christmas light switch on will take place on Friday, 30<sup>th</sup> November 2018 at 6pm. Councillors Kinsey and Upton had already volunteered to be marshals for the firework display. Councillors Davies and Pike also volunteered to marshal the firework display.

#### 107/18 CORRESPONDENCE

- a) South Staffordshire Council – Partnership Event – reminder that the next event will take place on Friday 9<sup>th</sup> November 2018
- b) South Staffordshire Council – a review of Polling Districts and Polling Places 2018 is currently ongoing to comply with current legislation for a review to be completed every 5 years. A submission form for comments is available from the Council's website or the Elections Office.
- c) South Staffordshire Council – Street Homelessness Survey should be completed on the evening of Wednesday 7<sup>th</sup> November 2018 – members should let the Clerk know if they encounter anyone rough sleeping.
- d) Staffordshire Parish Council's Association – invite to their AGM taking place on Monday 3<sup>rd</sup> December 2018
- e) South Staffordshire Council – Workclubs – offer of a presentation at a Full Council meeting – Councillor Mrs Bond asked for this to be referred to the next Finance and General Purposes Committee meeting.
- f) South Staffordshire Council – Adopted SAD and Issues and Options Stage of the Local Plan review documents have been received and are available in the Clerk's office for review.

#### 108/18 CHAIRMAN'S BUSINESS

- a) The Chairman reported she had attended the informal wine and cheese evening put on by Wombourne and District Community Association. She had also assisted at the latest BKV Village tidy up and had attended St Bernadette's afternoon fayre.
- b) The Chairman noted that the next meeting of Full Council would be held on Monday, 3<sup>rd</sup> December 2018.

c) It was agreed that Committee meetings would be held as follows:-

|                              |   |  |
|------------------------------|---|--|
| Planning and Development     | - | Monday 12 <sup>th</sup> November 2018 – 7.00pm |
| Recreation and Amenities     | - | Monday 19 <sup>th</sup> November 2018 – 7.00pm |
| Civic Centre Management      | - | Following the Recreation and Amenities meeting |
| Finance and General Purposes | - | Monday 26 <sup>th</sup> November 2018 – 7.00pm |

d) Reminders –

- a) Local Plan Review – Wednesday 7<sup>th</sup> November from 10am – 7pm at Wombourne Civic Centre
- b) WW1 exhibition – Friday 9<sup>th</sup> November (for Westfield Primary School)
- c) WW1 exhibition - Saturday 10<sup>th</sup> November 2018 (for the public) from 10am to 4pm
- d) Remembrance Sunday Service – Sunday 11<sup>th</sup> November 2018 – meet outside St Benedict Biscop Church at 10.15pm
- e) Small Business Saturday – Saturday 1<sup>st</sup> December 2018 – update to be given at the next Finance and General Purposes Committee meeting
- f) Service to celebrate the life of Stephen King – Tuesday 4<sup>th</sup> December 2018 – an invitation had been sent for all Parish Councillors to attend – Members should let the Clerk know if they are available to attend.

The meeting terminated at 8.00 p.m.